

CITY OF HORSESHOE BAY
PLANNING AND ZONING COMMISSION
NOTICE OF REGULAR PUBLIC MEETING

April 4, 2017

Notice is hereby given to all interested members of the public that the Horseshoe Bay Planning and Zoning Commission will hold a Public Meeting beginning at 3:00 p.m., on Tuesday, April 4, 2017, in the City Council Chambers at City Hall, #1 Community Drive, Horseshoe Bay, Llano County, Texas. The agenda for the Regular Public Meeting is to discuss and/or act on the following:

1. Call the Meeting to Order and Establish a Quorum
2. Public Comments (those speaking are asked to limit their comments to three minutes)
3. Approval of Minutes of the March 7, 2017 Regular Meeting
4. Update from Commission Members on progress reviewing the Zoning Ordinance text for the Zones they have been assigned
5. Update from Commission Members on progress on field checks of land use maps they have been assigned
6. Director's Report *(General items for discussion only; no action to be taken)*
 - a. Update on Tuscan Village
 - b. Update on Resort Projects
 1. Waterfront Restaurant and Bar
 2. Marina Replacement
 3. Jet Center Remodel
 - c. Westgate Clubhouse and Pool
7. Adjournment



Eric W. Winter, Development Services Dir.

The Planning and Zoning Commission may go into closed session, if necessary and appropriate, pursuant to the applicable section of the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapter D, on any matter that may come before the Commission that is listed on the Agenda and for which a closed session is authorized. No final action, decision, or vote will be taken by the Commission on any subject or matter while in closed session. Any action, decision or vote will be taken by the Commission only in open meeting.



CITY OF HORSESHOE BAY

PLANNING & ZONING COMMISSION

APRIL 4, 2017

To: Planning & Zoning Commission
From: Eric W. Winter, Development Services Director
RE: Agenda Information and Project Updates

This Memo provides some additional information regarding the agenda items for the April 4 P&Z meeting and project updates:

- 1. There are no applications to consider at this meeting. The two main agenda items will be reports from Commission Members regarding progress reviewing their assigned Zones Zoning texts and maps, and their progress on doing the field checks of the Existing Land Use Map sections in their Zones.**
- 2. I will make a Director's Report regarding the information outlined in the Project Updates on the agenda and provided below.**
- 3. There are no General Discussion items this month, as none had been submitted by the deadline.**
- 4. Project Updates:**

Tuscan Village – The contractor – Legend Communities – has a permit to do finish-out for a sales office in the Dominion Plaza building at 900 FM 2147. They have also started the construction access road which will use the driveway at McFarland Ranch. No infrastructure plans have been submitted, but are expected soon.

Resort Projects

- 1. Waterfront Bar & Grill – this project replaces the previous restaurant and Resort retail uses and includes a rooftop bar. The building permit has been submitted, and ATS is requiring additional information before approving the plans. We are waiting for the submittal of additional items.**
- 2. The plans are being revised a third time to address specific comments from ATS and LCRA. LCRA has sent the Resort their comment and are also awaiting a response from the Resort. The originally submitted plans extended too far into the boat access part of the lake.**
- 3. Jet Center Remodel – The submitted plans have been reviewed by ATS, and additional information is required for approval. Only the front portion of the building will be affected.**

Westgate Clubhouse and Pool

The owner of most of the lots in Westgate Subdivision is proposing to add a clubhouse and pool on one of the lots in the middle of the project. This subdivision was approved as a replat several years ago, and is a stand-alone subdivision, but is subject to Horseshoe Bay West CC&Rs and the lots are eligible for joining the Resort. The lot is currently classified R-1 Single Family Residential and will have to be rezoned to A-1 Recreational. An application for rezoning is expected to be on the Commission's May 2 agenda.

CITY OF HORSESHOE BAY
PLANNING AND ZONING COMMISSION
MINUTES OF REGULAR MEETING

March 7, 2017

The Planning and Zoning Commission of the City of Horseshoe Bay held a Regular Meeting at City Hall, in the City Council Chambers located at #1 Community Drive, Horseshoe Bay, Llano County, Texas, on March 7, 2017, in accordance with the duly posted notice of said meeting.

The posted agenda for this meeting is made a part of these minutes by attachment and the minutes are herewith recorded in the order the agenda items were considered, with the agenda subject and item number shown preceding the applicable paragraph.

1. Call to Order and Establish a Quorum:

Chairman Norm Long called the meeting to order at 3:00 p.m. with a quorum of Commission members present as follows:

Chairman: Norm Long
Commission Member: Neil Andrew
Commission Member: Lynette Morrison
Commission Member: Pat Bouchard
Commission Member: Wayne Anderson

2. Public Comments:

Mayor Steve Jordan, Mayor Pro-Tem Craig Hayden, Council Member Jerry Gray, Council Member Kent Graham, Phil Haag, County Commissioner Peter Jones, Johnny White, Diana Wright, Bill Smyrl, Ted Burget, Marcus Horner, and 3 citizens were in attendance, but did not ask to speak.

3. Approval of Minutes of the February 7, 2017 Regular Meeting:

Commission Member Lynette Morrison made a motion to approve the minutes as amended, seconded by Commission Member Neil Andrew. The motion passed unanimously (5-0).

4. Discuss, Consider and Take Action for a Recommendation to City Council Regarding The Parks at Horseshoe Bay Planned Development Ordinance and Concept Plan:

Chairman Norm Long called on Eric Winter who explained the items that were presented to the Planning and Zoning Commission Members regarding The Parks at Horseshoe Bay Planned Development Ordinance and Concept Plan. Two versions of the PD Ordinance were provided to the Commission members - one redline version of the PD Ordinance and one clean version. The latest version of the applicant's CC&Rs and staff's comments were provided to the Commission Members via e-mail. Mr. Winter also commented that the Design Standards included in the PD Ordinance have been increased, such as the thickness standard for road pavement. Also included in the Commission Members' packet was a public comment from Forrest Covin in support of The Parks at Horseshoe Bay Planned Development. Based on the latest draft, Mr. Winter stated that staff recommends that the Planning and Zoning Commission recommend approval of the PD Ordinance and Concept Plan to the City Council.

Midcom's Attorney, Phil Haag, requested clarification on the two versions of the Planned Development Ordinance that were provided to the Commission Members. Mr. Winter provided the clarification.

Chairman Norm Long invited comments from the public. No public members provided any comment. Chairman Long then called for a motion. Neil Andrew moved to approve the clean version of the PD Ordinance and the Concept Plan, seconded by Wayne Anderson. The motion passed unanimously (5-0).

5. Distribution of Zone Texts and Zoning Maps to Planning and Zoning Commission Members for Review and Familiarization:

Chairman Norm Long called on Eric Winter who provided a summary of the activity. He prepared a distribution scheme of the Zones based on the number of pages in the Zone texts.

The Zones were distributed among the Commission Members as follows:

- Applehead Island (Zone 1), Siena Creek (Zone 10), Lake Area (Zone 16), and The Hills (Zone 17) - Commission Member Neil Andrew
- Applehead (Zone 2), HSB Corridor (Zone 14), and Airport (Zone 15) - Chairman Norm Long
- Horseshoe Bay West, Proper, and South (Zones 3, 4A & 4B), Peninsula (Zone 7), and Matern Island (Zone 8) - Commission Member Lynnette Morrison
- Bay Country (Zone 5), Pecan Creek (Zone 6), Escondido/Lago Escondido (Zone 9), and The Trails (Zone 11) - Commission Member Wayne Anderson
- Summit Rock (Zone 12) - Commission Member Pat Bouchard

Commission Members will review the accompanying Zone texts and Zoning Maps for their assigned Zones as well as fill out a spreadsheet to indicate permitted uses and uses which are allowed by approval of a Conditional Use Permit.

Mr. Winter stated that part of the activity was to also identify any regulations that may need to be changed as well as suggest appropriate revisions, such as for the minimum unit sizes for the R-4 and R-6 multifamily zoning classifications. He noted that any inconsistencies between what is discussed in the Zone Text and what is shown on the Zoning Map should be identified and vice versa. At the April 4th Planning and Zoning Commission meeting, the Commissioners will report back on their progress reviewing of the Zone Texts and Zoning Maps.

Commission Member Bouchard stated that meeting with the heads of the POAs will provide useful insight for this activity. He also asked for clarification as to whether there are any regulations regarding the Commission Members meeting with land owners. Mr. Winter stated that there are no regulations prohibiting that.

Chairman Norm Long called for any questions from the Commission Members. No additional questions were asked now.

6. Review of Draft Existing Land Use Map and Distribution to Members Based on Zones Assigned:

Chairman Norm Long called on Eric Winter who reviewed the main objective of the activity and introduced Nathalie Kip to further discuss the item. She provided a brief background of the methods behind the map update process - which included collaboration with GIS

Administrator Coleen Sullivan. The latest parcel information from both the Llano and Burnet Central Appraisal Districts was obtained and Nathalie Kip assigned land use attributes to each lot within the city based on a Google Earth survey and information from a previous City land use map.

Nathalie Kip provided each of the Commission members with a map book corresponding to the Zones that they were assigned for agenda item number 5. She then explained the way the map book was organized, noting the inclusion of a cover page, land use classification legend, portions of the land use map for each Zone, as well as corresponding aerial print outs with and without lot numbers. Also included in the Commission Members' packets was a 24" x 36" copy of the city-wide Existing Land Use Map draft.

Commission Member Morrison called on Mr. Winter who re-summarized the activities for agenda items number 5 and 6. He proposed that the Commission Members team up with someone else for the exercise. Commission Member Morrison agreed with that idea - recommending that they contact a POA member, Council Member, or fellow Commission Member to pair up with. She also commented on the overall importance of the exercise.

Mr. Winter noted that once the final version of the Existing Land Use Map is completed, staff will be asking the Commission for a recommendation to City Council for official adoption. That map will be used as the basis for the development of the Future Land Use Map.

Commission Member Morrison suggested that each Commission Member note how much time is spent on the activity until the next Planning and Zoning Commission meeting to determine a reasonable time frame for the project's completion.

There was additional discussion regarding the different processes and final products for the Zoning and Existing Land Use Map activities. Chairman Norm Long asked Mr. Winter what was the estimated time line for the total completion of the Existing Land Use Map activity; he stated at least two months, with a status update from the Commission Members at the April 4th meeting.

7. Director's Report:

Mr. Winter noted that per the City Secretary's review of the agenda, the subject for agenda item number 7 was not specific enough to allow for the item to be discussed at the meeting, and no report was made.

8. General Discussion:

Mr. Winter noted that per the City Secretary's review of the agenda, the subject for agenda item number 8 was not specific enough to allow for the item to be discussed at the meeting, and no discussion was held.

9. Adjournment:

Chairman Norm Long adjourned the meeting at 3:35 PM.

APPROVED this 4th day of April, 2017.

CITY OF HORSESHOE BAY, TEXAS

Norm Long, Chairman

ATTEST:

Eric W. Winter, Development Services Director